



# **BUSINESS ENTERPRISE COMMITTEE MEETING**

## **AGENDA**

**30 APRIL 2014**

*Your attendance is required at a meeting of the Business Enterprise Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 30 April 2014 commencing at 3:00pm for transaction of the enclosed business.*

A handwritten signature in black ink that reads "R Chessman".

**ACTING CHIEF EXECUTIVE OFFICER**  
22 April 2014

Next Meeting Date: 04.06.14

**Please note:**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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**1 OPENING**

**2 PRESENT**

Members Present:

Councillor N K Fisher (Chairperson)  
The Mayor, Councillor M F Strelow  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor G A Belz  
Councillor R A Swadling

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – General Manager Corporate Services

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Business Enterprise Committee held 2 April 2014

**5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 OFFICERS' REPORTS**

Nil

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## 9 STRATEGIC REPORTS

### 9.1 RRWR FINANCE AND STRATEGIC MATTERS REPORT - MARCH 2014

**File No:** 7927

**Attachments:**

1. Operational Budget Report - March 2014
2. Capital Budget Report - March 2014

**Authorising Officer:** Robert Holmes - General Manager Regional Services

**Author:** Craig Dunglison - Manager RRWR

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#### SUMMARY

*This report details Rockhampton Regional Waste and Recycling's financial position and other significant operational matters as at 31 March 2014.*

#### OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Waste and Recycling's Finance and Strategic Matters Report as at 31 March 2014 be received.

#### FINANCIAL

Percentage of year elapsed 75%

Adjusted percentage of year elapsed 79.3%

#### Operational

Net rates and utility charges revenue is significantly above the adjusted percentage of year elapsed at 101.9% as a result of rates notices for the second half of the year with discounts now having been taken up.

Fees and charges revenue overall is slightly below the adjusted percentage of year elapsed at 73.2% YTD. This is due to lower than anticipated waste quantities received for Lakes Creek (67.83%), Alton Downs (10.23%), and Cawarral (74.37) all being offset by slightly higher than anticipated waste quantities for Gracemere (78.28) and Bouldercombe (96.69%).

Grants and subsidies revenue is 124.7% of budget as a result of the annual community education recycling contract revenue now having been received.

Other income category is income received relating to contract payments for recycling and landfill scavenging services which is significantly lower than the adjusted percentage of year elapsed at 47.6% due to lower than anticipated revenue.

Employees' costs are slightly higher than the adjusted percentage of year elapsed at 80.6% due to an incorrect expense allocation and slightly higher than anticipated overtime YTD.

Materials and plant expenditure is significantly below the adjusted percentage of year elapsed at 56.1% YTD due to low plant and equipment hire (53.38%) offset by slightly higher than anticipated fuel expenditure (110%) YTD.

Asset operational expenditure is also below the adjusted percentage of year elapsed at 53.3% as a result of lower than anticipated electricity (37.43%), security (11.39%) and carbon tax expenditure (53.04%) YTD.

Administrative expenses at 68.5% of the adjusted percentage of year elapsed are lower than anticipated as a result of low stationery (56.30%), advertising/marketing/publication (63.19%) and licensing expenditure (63.07%) YTD.

Finance costs represent interest charged on loans which is lower than budget due to low capital expenditure YTD.

Other expenses category represents Waste's CQLGA annual membership fee which is paid yearly in advance and RRC's landfill restoration expenditure for Lakes Creek and Gracemere as at 31 December 2013.

Accounting adjustment expenditure represents the writing off of bad debts, provision for doubtful debts expense, expenditure of WIP in progress and stocktake adjustment expenditure.

### **Capital**

RRWR capital project expenditure for 2013-14 is below the percentage of year elapsed at 49%.

The majority of capital expenditure to date relates to the following: Landfill Capping (71%), LCR Waste Transfer Station (66%), Rubbish bin replacements (91%), regional waste infrastructure project and planning/development approvals for the Bajool roadside bin station (9%).

There are no material exceptions to this report.

### **COMPLIANCE MATTERS**

#### Asbestos Management – Waste Facilities

The work in this area is ongoing and is substantial in volume and complexity. This issue has not been addressed to this level before in the waste industry. Funds needed to manage this issue are increasing and there will be a need for considerably more funding if current estimates for remediation work and ongoing operational processes being obtained are correct.

#### Gracemere Landfill – Underground Water Quality

No response from EHP in regards to this matter.

#### EHP – Review of Waste Facilities – Closed and Open

No further information has been received from EHP in regards to this matter.

#### Fire – Mount Morgan Waste Transfer Station – Greenwaste – 23 March

A fire was reported at 19.30hrs on Sunday 23 March in the greenwaste disposal area at the Mount Morgan Waste Transfer Station. Units from the QFRS and Rural Fire Brigade were in attendance. Staff from Council's Infrastructure Unit also attended. By carefully utilising a rubber tyred loader and Council water trucks, the flame of the fire was extinguished just prior to midnight. A bulldozer was also requested at 20.00hrs and it arrived after midnight and swiftly extinguished the fire. The bulldozer then took another hour to fully smother all smouldering areas.

As raised with Council previously, action will have to be taken to enable a bulldozer to be available on short notice to fight these fires as this piece of machinery is essential to fully contain and extinguish a fire at a waste facility. No work has yet commenced to explore options to provide this service in a timely manner.

I would like to stress that the staff from Infrastructure who respond and fight these fires are professional and highly efficient and have my sincere thanks.

#### Gracemere Landfill – Boundary Fence

Officers from RRWR and Cr Fisher met in September 2013 with the owner of a property adjacent to the Gracemere Landfill. The property owner has made allegations against Council in regards to the removal of soil from the property and is seeking compensation and is also seeking assistance from Council to repair a boundary fence.

A letter was sent to the property owner as a result of the meeting, informing the property owner that Council disputes the allegations and will only assist with the fence repairs under certain conditions and that any further communications in regard to either matter must be in writing to Council.

The property owner via a local solicitor has responded to Council's letter restating the allegation and requesting that Council take action to address these allegations.

A "without prejudice" meeting has been organised for both parties to meet and discuss the matter.

### **OPERATIONAL MATTERS**

#### Waste Infrastructure Plan – Community Consultation Plan

A workshop on this matter was held 15 April 2014.

#### Waste Management Workshops

Officers from RRWR, Gladstone Regional Council, Central Highlands Regional Council, Livingstone Shire Council and Isaac Regional Council (via telephone) attended a workshop in Gladstone where a consultancy previously engaged by CQLGA delivered its findings in regards to waste disposal options for the Central Queensland region.

The outcomes will be presented in the Council requested workshop on Landfills and Waste Management Issues.

#### Fees and Charges, February Revised Budget and Capital and Operational Budgets for 14/15

Work has been undertaken in the above areas through the month.

#### Proposed (Waste) Gasification Plant

Council has been approached by a local business seeking input and support for the development of a local gasification plant. The proposer has had discussions with the Commonwealth Government and has submitted an application for significant grant funding to aid in the construction of this plant.

An officer from RRWR will attend a meeting in mid-April with the proposer and government officers to work through the project.

### **VARIATIONS / CONCERNS**

#### Orora (Amcor) – MRF Contract

Council has been previously informed that Rockhampton, Gladstone, Central Highlands (CHRC), Isaac Regional Council and Livingstone Shire Council are working with Orora in regards to issues over the delivery of the services at the MRF located in Parkhurst.

As part of this process CHRC has written to the Department of Environment and Heritage Protection (EHP) seeking a meeting with EHP/State Government to discuss the State Government position on recycling in the regions and what assistance the State can provide to Councils who provide such a service. A reply from EHP is yet to be received.

### **CAPITAL PROJECTS**

#### Lakes Creek Road Landfill – Remediation

The construction of bunds is still focused around the eastern end of the Stage 1 (Hill). All filling is occurring in this area also. This work is ongoing.

#### Lakes Creek Road Landfill Waste Transfer Station

The construction of the Waste Transfer Station (WTS) continued with the erection of the steel work and wall cladding. Work also progresses on the exterior earthworks and road/ramp embankments. This work continued this month.

The Waste Transfer Station project consists of 4 separate projects:

1. Waste Transfer Station Building
2. Sewer Protection Works
3. Rail Crossing Works
4. Intersection and Entrance Road Works

The budgets for each item are under review with the development of the budget for next year. This review has revealed that the Waste Transfer Station building will be completed inside its proposed budget. The rail crossing works to be performed by QRail has not yet commenced but the budget estimate for these works appears to be adequate. The intersection and entrance roadworks has yet to commence and will be undertaken by Council's Infrastructure unit. This budget estimate review is yet to be completed.

The sewer protection works has been completed and due to impacts from major flooding and significant rain events during construction this component of the project has gone over budget. This has been due to the requirement to provide significantly more appropriate quality fill than provided for in the estimates due to the water incursions into the construction site. This anticipated budget over run will be approximately 1.3% of the overall project budget.

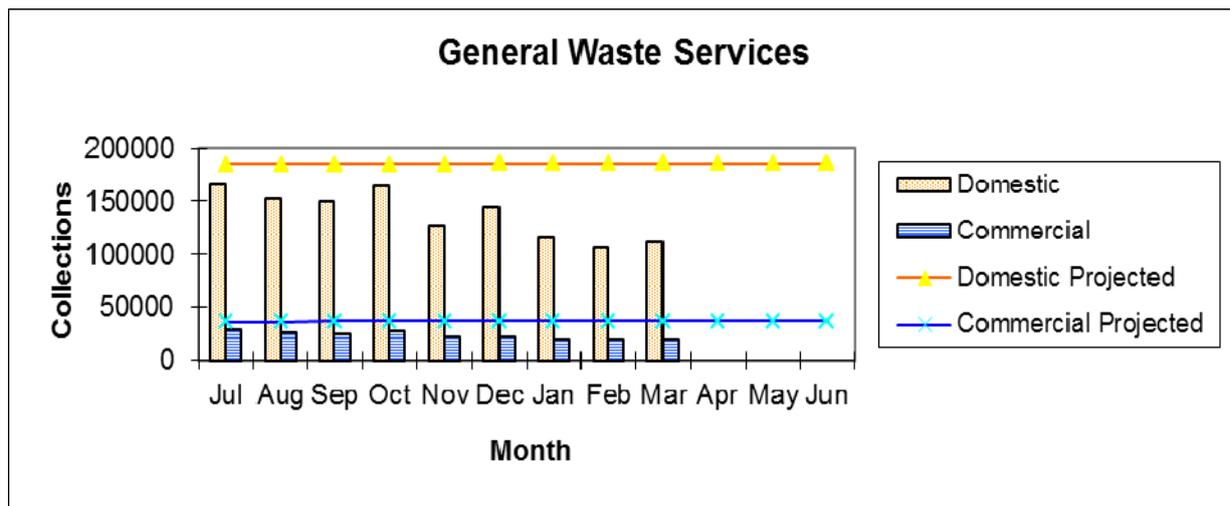
With expected savings from the other parts of this project, an additional \$300,000 may need to be expended. This is a worst case scenario.

It should also be noted that with this additional expenditure the final value for this part of the project is still \$1.2M less than the second best tender submission for this part of the work.

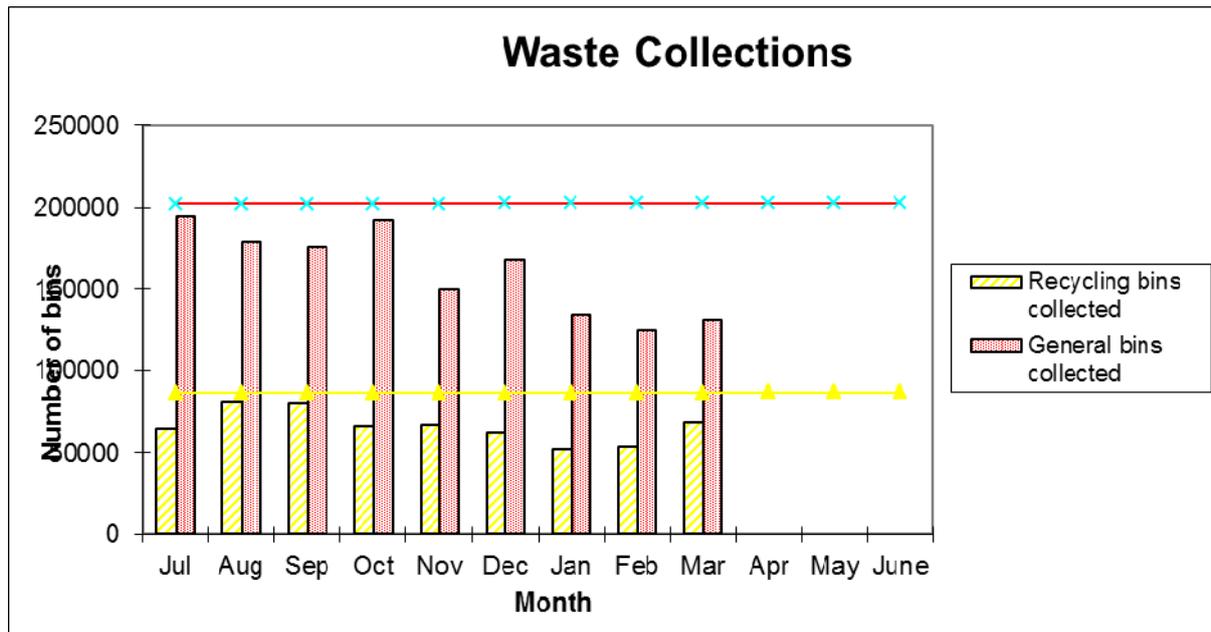
**PERFORMANCE STATISTICS**

**NOTE: Data from and including 23 December 2013 does not include the new LSC.**

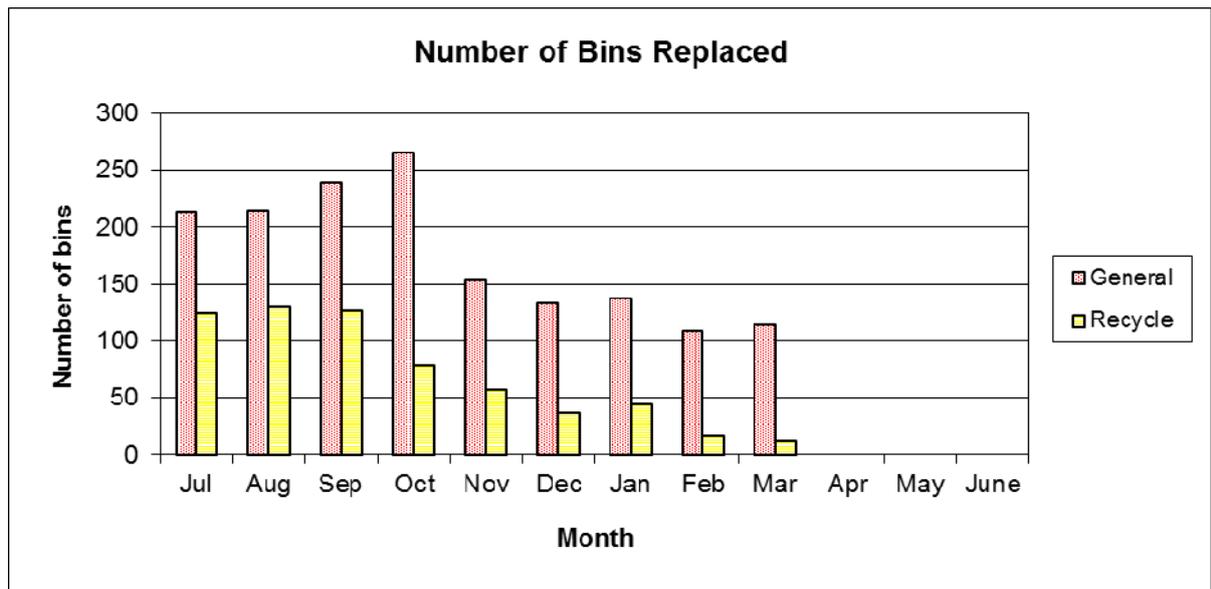
The following graph shows the number of general waste collections per month for the current financial year.



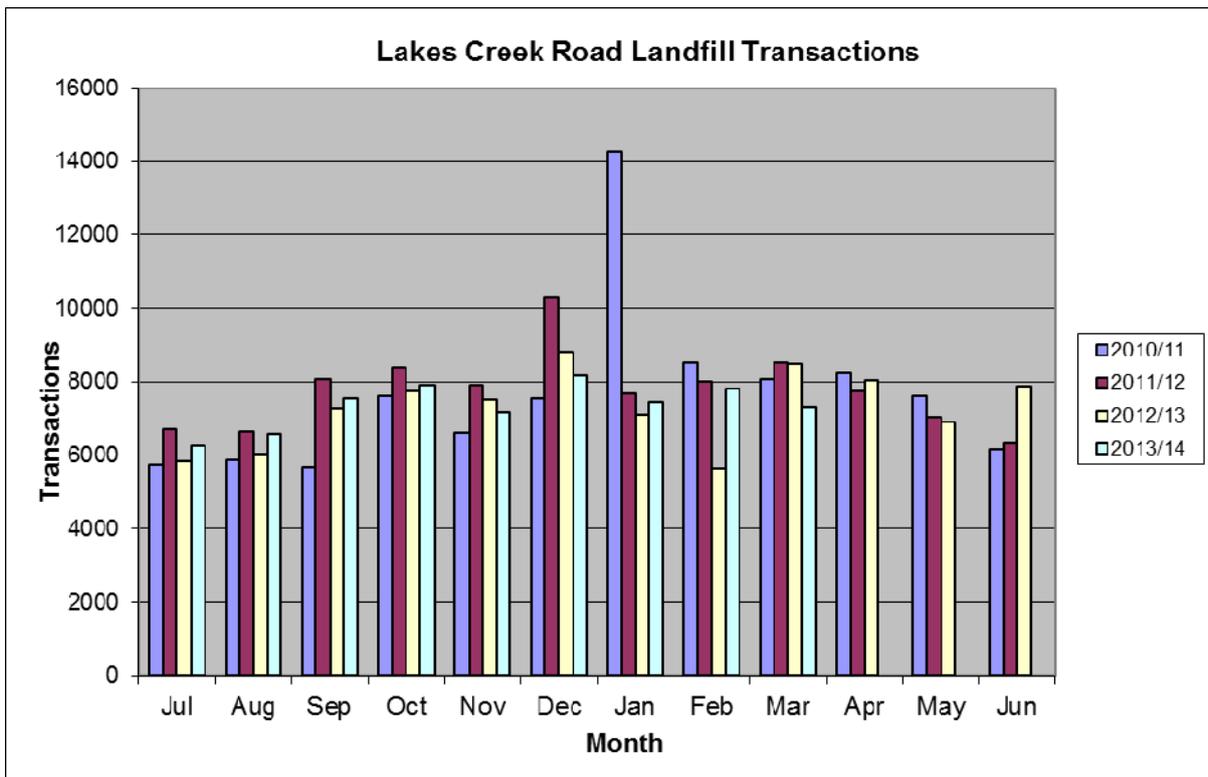
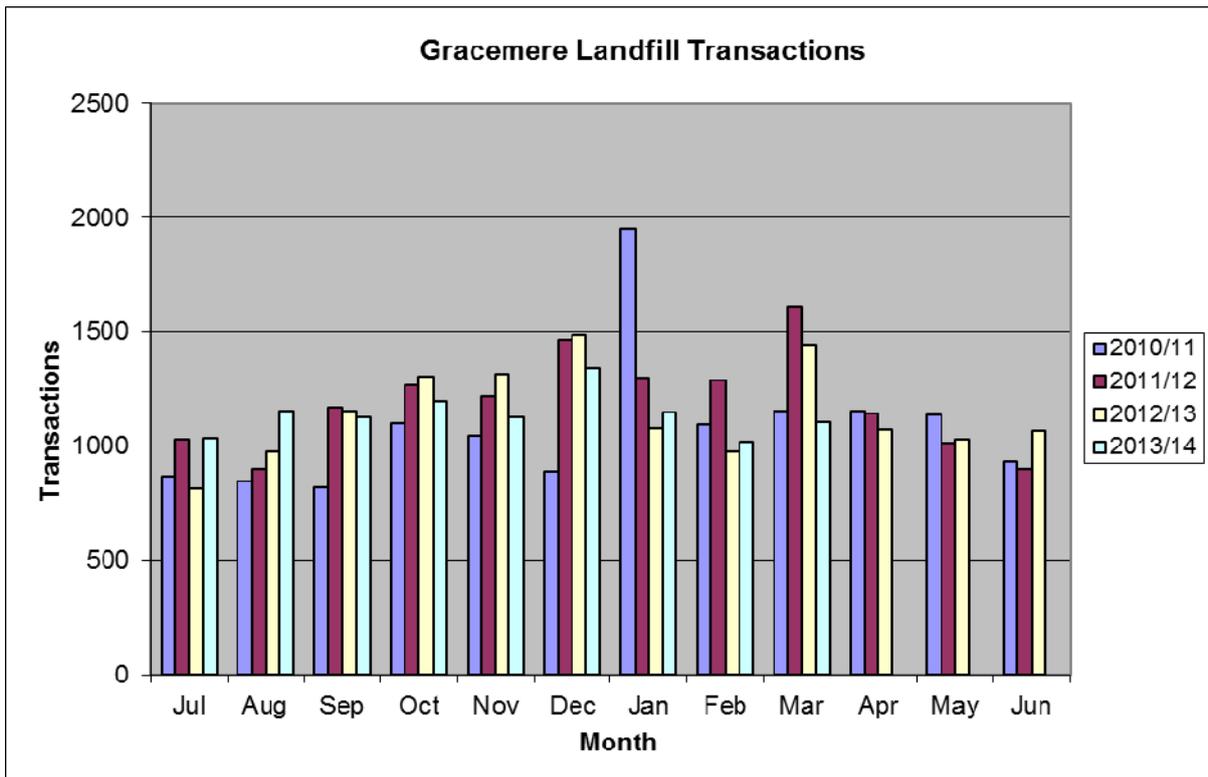
The graph below shows the number of General Waste and Recycling bins serviced during the current financial year on a monthly basis.



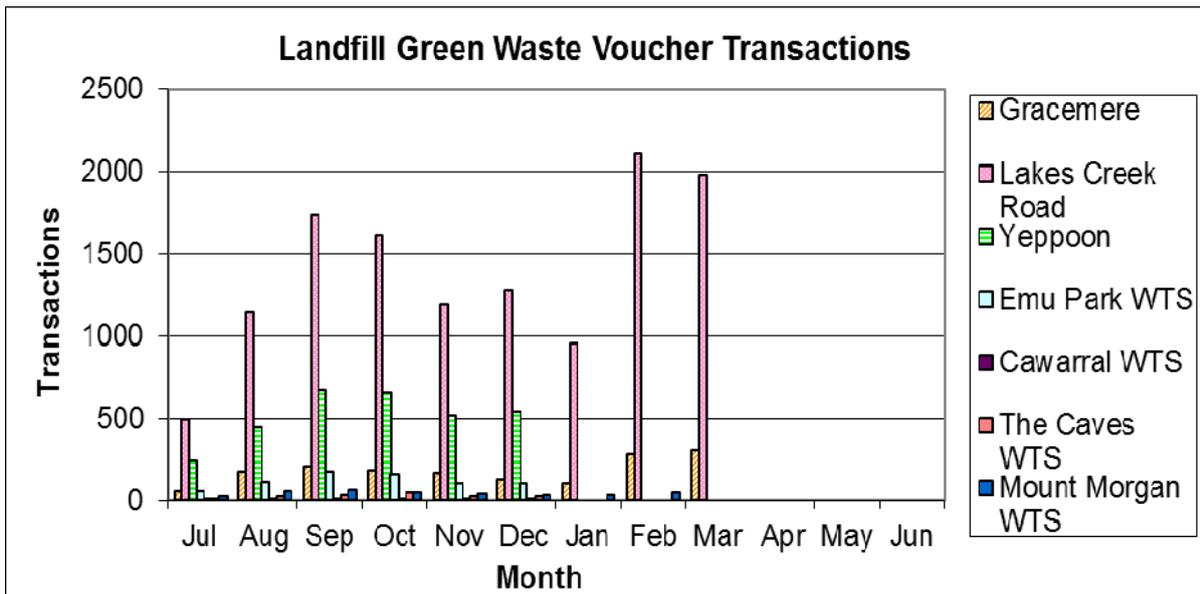
The following graph shows the number of general waste and recycling mobile bins replaced per month for the current financial year.



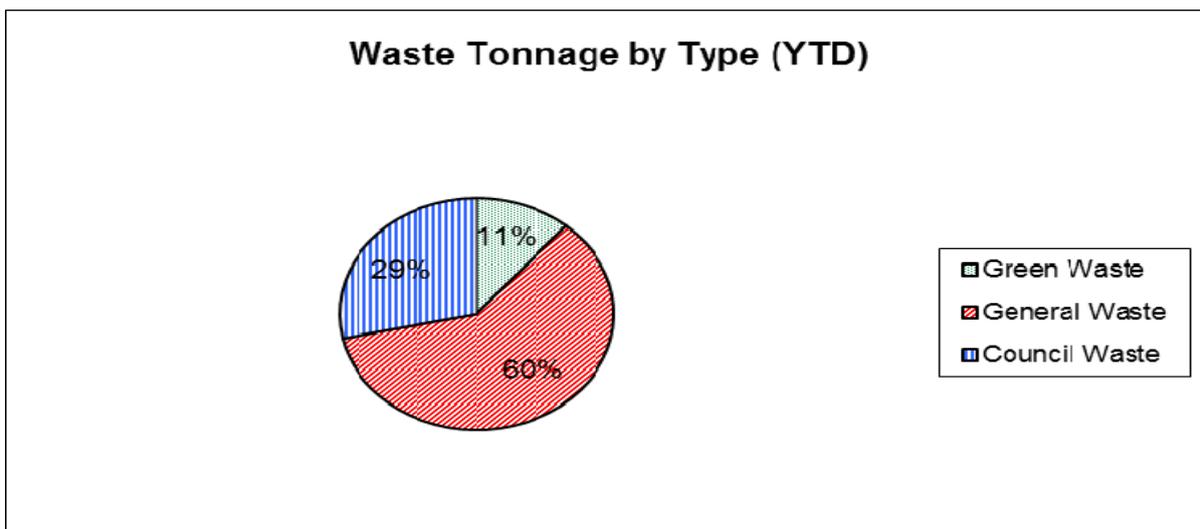
The following graphs show the number of landfill transactions per month for the current financial year.



The following graph shows the number of green waste voucher transactions per month for the current financial year.



The following graph shows the waste tonnage by type for the current financial year.



# **RRWR FINANCE AND STRATEGIC MATTERS REPORT - MARCH 2014**

## **Operational Budget Report - March 2014**

**Meeting Date: 30 April 2014**

**Attachment No: 1**



**Income Statement**  
**For Period July 2013 to March 2014**  
**75% of Year Gone**

	Adopted Budget	Revised Budget	YTD Actual	Skewed Comparative benchmark figures	% of YTD Actuals (excl commitals) to Total Budget
	\$	\$	\$		
<b>Revenues</b>					
Net rates and utility charges	(14,270,118)	(14,270,118)	(14,400,151)	79.3%	100.9%
Fees and Charges	(5,810,814)	(5,810,814)	(4,254,733)	79.3%	73.2%
Private and recoverable works	0	0	(712)	79.3%	0.0%
Grants Subsidies & Contributions	(35,000)	(35,000)	(43,636)	79.3%	124.7%
Other income	(72,475)	(72,475)	(34,514)	79.3%	47.6%
<b>Total Revenues</b>	<b>(20,188,407)</b>	<b>(20,188,407)</b>	<b>(18,733,746)</b>	<b>79.3%</b>	<b>92.8%</b>
<b>Expenses</b>					
Employee costs	3,092,161	3,092,161	2,491,447	79.3%	80.6%
Contractors & Consultants	4,787,716	4,787,716	3,791,022	79.3%	79.2%
Materials & Plant	1,412,906	1,412,906	792,653	79.3%	56.1%
Asset Operational	1,559,437	1,559,437	831,783	79.3%	53.3%
Administrative expenses	119,727	119,727	82,033	79.3%	68.5%
Depreciation	1,355,063	1,349,833	1,012,375	79.3%	74.7%
Finance costs	2,312,465	2,312,465	1,693,557	79.3%	73.2%
Other Expenses	175,000	175,000	282,714	79.3%	161.6%
Accounting Adjustments	7,750	7,750	398,107	79.3%	5136.9%
<b>Total Expenses</b>	<b>14,822,225</b>	<b>14,816,995</b>	<b>11,375,693</b>	<b>79.3%</b>	<b>76.7%</b>
<b>Transfer / Overhead Allocation</b>					
Transfer/Overhead Allocation	2,159,472	2,159,472	2,028,052	79.3%	93.9%
OH Allocation	1,670,991	1,670,991	1,235,609	79.3%	73.9%
Competitive Neutrality Adjustments	1,535,719	1,535,719	1,165,444	79.3%	75.9%
<b>Total Transfer / Overhead Allocation</b>	<b>5,366,182</b>	<b>5,366,182</b>	<b>4,429,106</b>	<b>79.3%</b>	<b>82.5%</b>

# **RRWR FINANCE AND STRATEGIC MATTERS REPORT - MARCH 2014**

## **Capital Budget Report - March 2014**

**Meeting Date: 30 April 2014**

**Attachment No: 2**



End of Month Management Report

Percentage of Year Elapsed: 75.00%

	1314 Adopted inc Carry Forward	October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget	
	\$	\$	\$	\$	\$	%	
<b>CP620 CAPITAL CONTROL WASTE</b>							
0580971	[N] Lakes Creek Rd Landfill - Capping Tr	\$2,116,193	\$2,116,193	\$1,495,679	\$25,000	\$1,520,679	71%
0580972	[N] WTS & Stage 3 development - Lakes Cr	\$15,857,457	\$13,238,420	\$8,708,170	\$5,329,045	\$14,037,215	66%
0943108	Closure of existing landfill sites and r	\$179,345	\$152,891	-\$8,624	\$0	-\$8,624	-6%
0952753	Capital Overheads Control Waste	\$0	\$0	\$5,455	\$0	\$5,455	0%
0959202	LIP - Gracemere - Planning incl Stage 2	\$150,000	\$150,000	\$17,403	\$0	\$17,403	12%
0959205	[N] Land Purchase & Planning and develop	\$650,000	\$325,000	\$0	\$0	\$0	0%
0959208	Removal of Recycling Drop Off Points in	\$38,970	\$5,748	\$0	\$0	\$0	0%
0983826	[R] Rubbish Bins - Rockhampton Regional	\$126,000	\$126,000	\$35,347	\$0	\$35,347	28%
0983996	[N] Planning and development approvals a	\$215,259	\$215,259	\$32,718	\$0	\$32,718	15%
0984012	[N] Regional Waste Infrastructure	\$1,955,000	\$1,955,000	\$175,776	\$66,123	\$241,900	9%
0984024	[N] Capping & Closure of Stage 1 & 2 -	\$100,000	\$100,000	\$1,515	\$0	\$1,515	2%
0987815	[R] Waste facilities fences gates securi	\$50,000	\$50,000	\$0	\$0	\$0	0%
1017187	[R] Rubbish Bins - Rockhampton Regional	\$54,000	\$27,000	\$24,687	\$0	\$24,687	91%
		<b>21,492,223</b>	<b>18,461,511</b>	<b>10,488,126</b>	<b>5,420,168</b>	<b>15,908,294</b>	<b>49%</b>
	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>21,492,223</b>	<b>18,461,511</b>	<b>10,488,126</b>	<b>5,420,168</b>	<b>15,908,294</b>	<b>49%</b>

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**9.2 AIRPORT FINANCE AND STRATEGIC MATTERS REPORT MARCH 2014**

<b>File No:</b>	<b>7927</b>
<b>Attachments:</b>	<b>1. Airport Income Statement 13/14 - March 2014</b> <b>2. Airport Capital Management Report 13/14 - March 2014</b> <b>3. Customer Service Statistics - March 2014</b>
<b>Authorising Officer:</b>	<b>Ross Cheesman - General Manager Corporate Services</b>
<b>Author:</b>	<b>Trevor Heard - Manager Rockhampton Airport</b>

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**SUMMARY**

*The report details the financial position and other strategic matters for Rockhampton Airport.*

**OFFICER'S RECOMMENDATION**

THAT the Airport, Finance and Strategic Matters report for March 2014 be "received".

**COMMENTARY****AIRPORT FINANCIAL*****Operational***

Total revenue is slightly down for the year elapsed at 74.2%. Operating expenses, excluding overhead allocation is under budget at 69.4% and after committals 71.4%.

***Capital***

Overall airport's capital expenditure is well below the percentage of year elapsed at 22%. Now that work has commenced on the Runway Lighting upgrade and the equipment for the new screening operation is on site this should increase at a higher rate, but is still expected to be below target due to the Pit and Duct airport lighting tenderer start date of late April.

**AIRPORT OPERATIONS*****Audit and Compliance***

Airport committee meetings were held for the Bird and Wildlife Management Committee, the Airport Security Committee, and the Airport Emergency Planning (AEP) Committee in both sub and full assemblies. Conducting these meetings are regulated outcomes in accordance with the relevant operating plans and programs. The primary agenda item for the AEP meeting was planning for the annual exercise. The 21<sup>st</sup> of May 2014 was decided as the date for this exercise.

A revision of the Airport Emergency Plan was finalised in late February with amended plans distributed at the Airport Emergency Plan Committee meeting held in March. Amendments to the Aerodrome Manual were also finalised in late March with distribution of the document completed in April. As well as amendments to operational content, these amendments also included changes to the management structure. These documents contain 120 pages and 350 pages respectively.

Approval of a revised Transport Security Program (TSP) was also achieved. This review was required to gain approval as the Designated Screening Authority for the Airport. The approval and all relevant notices were issued in a timeframe to allow the transfer of passenger and checked baggage screening responsibilities from Qantas Airways on 1 April 2014.

Members of the operations team attended a drug and alcohol compliance seminar on the evening of 19 March. The Civil Aviation Safety Authority presented this seminar in Rockhampton to communicate reviews of the requirements for Drug and Alcohol Management Plans.

***Passenger Numbers***

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Passenger numbers for March were 55,031 compared with 62,419 in March 2013.

Increased commercial revenue from property leases and lower expenses has offset the lower aeronautical revenue. As a consequence the operating position is ahead of target.

### **Customer Service Statistics**

The table and graph attached, document the telephone enquiries received by RRC Customer Service ('Enquiries'), the calls referred to the Airport Management for action ('Airport Referrals') and any resulting Pathway requests.

### **PROJECTS – Airport Facilities**

Project	Commentary	Status
959150 – Runway Lighting System Replacement	<p>Strategy has been developed to complete this project over the next four years.</p> <ul style="list-style-type: none"> <li>• Year 1 – ALER.</li> <li>• Year 2 – Revised to Complete Pit &amp; Duct System.</li> <li>• Year 3 – Main Runway &amp; Taxiways.</li> <li>• Year 4 – Cross Runway &amp; Taxiways (to be excluded).</li> </ul>	<p>ALER – Final design drawings have been agreed. Currently evaluating some minor variations.</p> <p>Construction complete, final fit out in progress. Airside pits in progress.</p> <p>Expected completion date extended to 14 April 2014, due to weather.</p> <p>ATS has been awarded the contract for the Pit and duct system.</p>
959095 – Crescent Lagoon Area Stormwater Management	<p>Valving has been installed.</p> <p>Valve platform and grate has been installed.</p> <p>Pumping solution to be procured and site set-up.</p>	<p>Pumping solution - Preferred option has been agreed. Specification for ITQ being developed. FRW have commenced preparing the site.</p> <p>Additional funds have been sought in the March Capital Budget Review.</p>
987680 – Enhance the functionality of the Airport Building Management System software	<p>Scope of Works developed in conjunction with IT Projects and Service Provider.</p> <p>Business case to be resubmitted to ISSG.</p>	<p>A service provider has been engaged. IT has commenced work to progress this project.</p> <p>Preliminary testing of minor software elements has being scheduled.</p>
987692 – Install Backup Air-conditioning in the ground floor Communications Rooms	<p>Installation of an additional Split System in the Ground Floor Communications Room.</p>	<p>Additional funds have been sourced. Contractor to be engaged to complete work.</p>

Project	Commentary	Status
987693 – Improve Terminal Access for People with Disabilities.	<p>Recurring annual project.</p> <p>Activities identified for this Financial Year:</p> <ol style="list-style-type: none"> <li>1. Handrails and kick plate for car park pedestrian bridge.</li> <li>2. Improved ease of usability of heavy disabled toilet doors.</li> </ol>	<p><b>Item 1</b></p> <p>Kick plate installed.</p> <p><b>Item 2</b></p> <p>Terminal Concourse and Departure Lounge Auto-Toilet Doors installed.</p>
987710 – Replace Corrective Services air conditioning unit		Deferred.
959133 – RPT Apron Lighting	Project to be scoped, lighting levels to be measured to determine requirements.	<p>Final concept being reviewed.</p> <p>RPT apron light pole (7 off) switchgear and control equipment upgrade:</p> <p>Light poles 3, 4 &amp; 5 complete, poles 1, 2 &amp; 7 - determining requirements.</p>
959135 – GA Apron Lighting	Project to be scoped, lighting levels to be measured to determine requirements.	<p>Final concept being compiled.</p> <p>Commenced developing technical specification for modifications to the GA Apron Lighting to accommodate the new RFDS Leased Area.</p>
987681 – Refurbish General Aviation Toilets	Finalising procurement details.	Completed.
987682 – Replace various Airport IT Systems Software and Hardware	Recurring annual project.	
987694 – Refurbish Terminal Toilets		Developing concept details of refurbishment requirements.
987691 – Replace Rooves of various Terminal Buildings		Completed
1023540 – Europay MasterCard Visa Compliance Upgrade	Upgrade of Paid Parking Credit Card Readers by 1 <sup>st</sup> January 2014, as initiated by Europay, Master Card and Visa. CBA have been	<p>Project Plan being monitored.</p> <p>Substantial progress has been made. It is believed the April</p>

Project	Commentary	Status
	successful in gaining an extension of the implementation date to April 2014 based on the development, certification and installation of the necessary equipment.	date is not achievable. As progress is being made and further extension should not be an issue.
959127– General Security Access Upgrades	Funds to upgrade security equipment. Includes the replacement of the locking system for gates at the GA Apron and military deployment areas.	Two wireless electronic locking systems were evaluated for external gates. A product that provides a wireless extension of the existing “Cardax” system has been selected. Initial installation of equipment has been completed but could not be finalised due to withdrawal from sale of the electronic padlocks. Supply of the padlocks has resumed allowing this project to be finalised. A “Hotspot” reader is to be installed at the GA Apron to allow tenants to use padlocks installed in that area.  Suitable software being sourced for records database.
1020125 - Airport Screening equipment	To provide business essential equipment to screened passengers and “carry-on” baggage. There is an unplanned need for this procurement due to the intention of the owner of the current equipment to withdraw from provision of services at the airport.  Project not previously required or budgeted for.	Completed
987704 – Improve Airside Stormwater Management	To ensure high value aircraft movement area pavements are not compromised by ingress of groundwater.  Aging subsoil drains present an erosion risk under the runway shoulders. Assess and complete repairs as required.	Camera inspection completed in an area of concern. Further assessment required.  Procurement completed and planning underway for service provider to complete ground penetrating radar investigation.
987685 – Renewal of aviation security Infrastructure	Recurring annual provision.	

Project	Commentary	Status
959145 – Repairs to Defence deployment area	Annual restoration of pavement pre military exercises	Repairs to pavement and seal completed prior to the deployment for Exercise Wallaby 2013. Further repairs required prior to Wallaby 2014. Estimates acquired to reseal 2000 sq. metres of deployment area.

### PROJECTS – Major Projects

#### *Airport Lighting*

Stage 1, the construction of the new Airport lighting Room building is essentially complete and the Stage 2 – Pit & Duct prestart meeting is scheduled for 15 April.

#### *Passenger Screening*

The new screening point equipment is on site and operational.

# **AIRPORT FINANCE AND STRATEGIC MATTERS REPORT MARCH 2014**

## **Airport Income Statement 13/14 - March 2014**

**Meeting Date: 30 April 2014**

**Attachment No: 1**



**Income Statement  
For Airport  
For the Period July 2013 to March 2014  
Percentage of the year elapsed:**

**75.0%**

	Adopted Budget \$	Revised Budget \$	YTD Actuals \$	% of YTD Actuals (excl commitals) to Total Budget
<b>Revenues</b>				
Fees and Charges	(10,120,406)	(10,120,406)	(7,425,102)	73.4%
Rent/Lease Revenue	(1,711,959)	(1,711,959)	(1,487,864)	86.9%
Interest revenue	(150,000)	(150,000)	(112,536)	75.0%
Proceeds from Asset Sales	0	0	(2,182)	0.0%
Other income	(1,948,309)	(1,948,309)	(1,312,384)	67.4%
Res. received below fair value	0	0	(750)	0.0%
<b>Total Revenues</b>	<b>(13,930,674)</b>	<b>(13,930,674)</b>	<b>(10,340,817)</b>	<b>74.2%</b>
<b>Expenses</b>				
Employee costs	2,665,480	2,665,480	1,775,122	66.6%
Contractors & Consultants	1,405,903	1,405,903	771,197	54.9%
Materials & Plant	249,391	249,391	126,843	50.9%
Asset Operational	1,390,326	1,390,326	1,027,249	73.9%
Administrative expenses	331,466	331,466	105,095	31.7%
Depreciation	2,283,234	2,283,234	1,712,426	75.0%
Other Expenses	4,000	4,000	0	0.0%
Accounting Adjustments	0	0	266,245	0.0%
<b>Total Expenses</b>	<b>8,329,800</b>	<b>8,329,800</b>	<b>5,784,175</b>	<b>69.4%</b>
<b>Transfer / Overhead Allocation</b>				
Transfer/Overhead Allocation	268,909	268,909	162,988	60.6%
OH Allocation	794,836	794,836	596,127	75.0%
Competitive Neutrality Adjustments	4,537,129	4,537,129	3,402,847	75.0%
<b>Total Transfer / Overhead Allocation</b>	<b>5,600,874</b>	<b>5,600,874</b>	<b>4,161,962</b>	<b>74.3%</b>
<b>TOTAL OPERATING POSITION (SURPLUS) / DEFICIT</b>	<b>(0)</b>	<b>0</b>	<b>(394,680)</b>	

# **AIRPORT FINANCE AND STRATEGIC MATTERS REPORT MARCH 2014**

## **Airport Capital Management Report 13/14 - March 2014**

**Meeting Date: 30 April 2014**

**Attachment No: 2**



Airport Capital Projects for March 2014

Percentage of Year Elapsed: 75.00%

	October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget
	\$	\$	\$	\$	%
<b>CP640 CAPITAL CONTROL AERO</b>					
0943123	0943123 GA Apron Code B Parking Areas	0	0	0	0%
0959095	0959095 Crescent Lagoon Area Storm Water Managem	63,787	29,193	0	46%
0959127	0959127 [N] Security Upgrades to General Aviation	99,694	30,680	2,865	31%
0959133	0959133 [U] RPT Apron Lighting	100,650	20,548	215	20%
0959135	0959135 [N] GA Apron Lighting	92,550	16,430	13,464	18%
0959137	0959137 [N] Movement Area Guidance Signs (MAGS)	0	0	0	0%
0959140	0959140 [R] Relocation of RWY 15 Windsock	0	0	0	0%
0959142	0959142 [R] Ongoing extension of all weather tra	0	0	0	0%
0959150	0959150 [R] Runway Lighting Power Distribution a	3,581,582	570,451	112,528	16%
0959154	0959154 [N] Bay 6 Apron Lighting Upgrade	0	4,687	0	0%
0959155	0959155 [N] GA Apron Environmental Control for S	0	0	0	0%
0959158	0959158 [R] Terminal Building Airside Water Main	0	(496)	0	0%
0983708	0983708 [R] Movement Area Guidance Signs (MAGS)	0	0	0	0%
0987689	0987689 [R] Renew runway windsocks	0	0	0	0%
0987704	0987704 [R] Improve Airside Stormwater Managemen	133,125	0	0	0%
0987712	0987712 [R] Replace General Aviation Power Switc	0	0	0	0%
0987925	0987925 [R] Reconstruction of RPT Apron segment	0	0	0	0%
0989189	0989189 [R] Cooling Tower Water Chemical Control	30,000	19,667	0	66%
	<b>TOTAL CP640 CAPITAL CONTROL AERO</b>	<b>4,101,388</b>	<b>691,158</b>	<b>129,072</b>	<b>17%</b>
<b>CP650 CAPITAL CONTROL NON AERO</b>					
0580951	0580951 Rockhampton Airport Terminal redevelopment	24,754	15,328	0	62%
0959120	0959120 [N] Covered walkway electrical	36,135	36,135	0	100%
0959141	0959141 Rental Car Parking Expansion (Stage 2)	0	0	0	0%
0959145	0959145 [R] Repairs to Defence Deployment Areas	25,000	21,754	0	87%
0959149	0959149 Hunter Street stormwater drainage (Long	0	0	0	0%
0983748	0983748 [R] Resurface the Bitumen Area of the Sh	0	0	0	0%
0987680	0987680 [N] Enhance the Functionality of the Air	84,894	17,280	24,400	20%
0987681	0987681 [R] Refurbish General Aviation Precinct	13,032	21,828	0	167%
0987682	0987682 [R] Replace various Airport IT Systems S	30,650	0	0	0%
0987684	0987684 [R] Replace Stormwater Infrastructure	0	0	0	0%
0987685	0987685 [R] Renewal of aviation security infrast	61,300	611	6,524	1%
0987686	0987686 [N] Redundant HV Supply for Airport Prec	0	12,931	0	0%
0987691	0987691 [R] Replace Roofs of Various Airport Bui	43,383	33,244	0	77%
0987692	0987692 [N] Install Backup Airconditioning in th	6,000	0	14,643	0%
0987693	0987693 [U] Improve Terminal Access for People w	61,423	21,861	293	36%
0987694	0987694 [R] Refurbish Terminal Toilets	50,000	0	0	0%
0987695	0987695 [R] Replace Terminal Floor coverings	0	0	0	0%
0987701	0987701 [R] Improve Landside Stormwater Manageme	0	0	0	0%
0987703	0987703 [R] Resurface Tower Crescent Road	0	0	0	0%

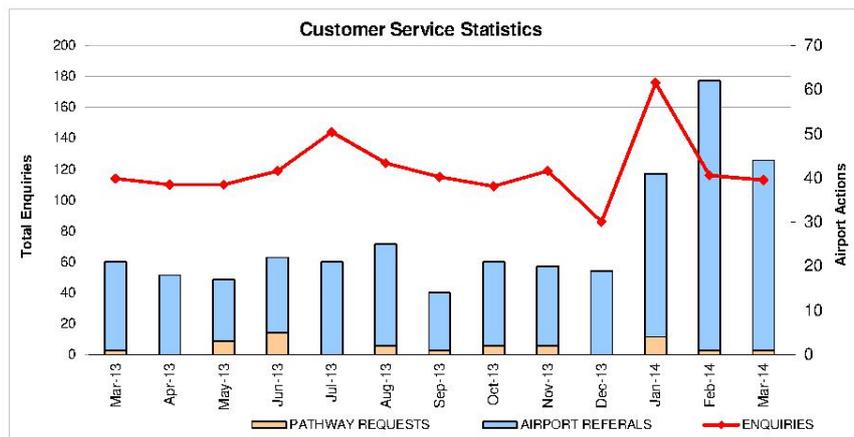
		October Revised Budget	YTD Actuals	Committals	Total YTD Actuals (inc committals)	% of YTD Actuals (excl committals) to Total Budget
		\$	\$	\$	\$	%
0987705	0987705 [N] Construct Staff Access Road off Apro	20,000	21,408	0	21,408	107%
0987706	0987706 [R] Replace and Relocate Telecommunicati	73,189	72,981	0	72,981	100%
0987708	0987708 [R] Refurbish Terminal Main Concourse Ai	15,000	10,200	0	10,200	68%
0987709	0987709 [R] Refurbish Air Handling Unit AC9	0	0	0	0	0%
0987710	0987710 [R] Replace Corrective Services Aircondi	0	0	0	0	0%
0987715	0987715 [R] Replace Mesh on Perimeter Security F	0	0	0	0	0%
0987721	0987721 [R] Replace Depature Lounge Air Handling	0	0	0	0	0%
0987723	0987723 [R] Replace Airconditioning System Chill	19,667	(19,667)	0	(19,667)	-100%
1017282	1017282 [N] Covered areas for paid parking equip	25,000	0	0	0	0%
1020125	1020125 [N] Passenger Security Screening Equipme	250,000	96,482	143,310	239,793	39%
1023540	1023540 [U] Europay MasterCard Visa - Compliance	60,000	0	0	0	0%
1026224	1026224 [N] Water Main Installation Short Term C	0	44,236	0	44,236	0%
	<b>TOTAL CP650 CAPITAL CONTROL NON AERO</b>	<b>899,427</b>	<b>406,614</b>	<b>189,170</b>	<b>595,783</b>	<b>45%</b>
	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>5,000,816</b>	<b>1,097,772</b>	<b>318,242</b>	<b>1,416,014</b>	<b>22%</b>

# **AIRPORT FINANCE AND STRATEGIC MATTERS REPORT MARCH 2014**

## **Customer Service Statistics - March 2014**

**Meeting Date: 30 April 2014**

**Attachment No: 3**



MONTH	ENQUIRIES	AIRPORT REFERALS	% REFERED	PATHWAY REQUESTS	NOTES
Mar-13	114	20	17.5%	1	
Apr-13	110	18	16.4%	0	<i>Calls from Disaster Centre have not been included in this figures</i>
May-13	110	14	12.7%	3	
Jun-13	119	17	14.3%	5	
Jul-13	144	21	14.6%	0	
Aug-13	124	23	18.5%	2	
Sep-13	115	13	11.3%	1	
Oct-13	109	19	17.4%	2	
Nov-13	119	18	15.1%	2	
Dec-13	86	19	22.1%	0	
Jan-14	176	37	21.0%	4	
Feb-14	116	61	52.6%	1	
Mar-14	113	43	38.1%	1	
<b>Totals</b>	<b>3006</b>	<b>409</b>	<b>13.6%</b>	<b>50</b>	

**10 NOTICES OF MOTION**

Nil

## **11 URGENT BUSINESS/QUESTIONS**

*Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting*

**12 CLOSURE OF MEETING**